

AMUSEMENT MECHANIC GUIDE TO CERTIFICATION

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1. Introduction

Amusement device mechanics work in amusement parks, at carnivals, fairs and exhibitions.

If you want to be an amusement mechanic, you should

- understand mechanical engineering
- understand electrical systems
- be comfortable working at heights
- understand the importance of worksite safety

Certification

Before you can operate an amusement device in Nova Scotia, you must first become certified that you are qualified to do so. Once you are certified, you will be issued a certificate of competency by the Chief Inspector.

In this document, you will find all the information you need on:

- the different types of amusement devices and the class of licence you need to operate each
- the training and tests you need to take to become an amusement mechanic
- getting your Nova Scotia certificate of competency if you completed training outside Nova Scotia or internationally or hold a certification and/or licence from outside Nova Scotia or outside Canada.
- the application process and how to appeal if your application is denied

If you have any questions

This information is brought to you by the Technical Safety Division of the Department of Labour, Skills and Immigration (LSI). Technical Safety promotes, verifies, and enforces safety requirements for technical products and related regulated work in workplaces and public spaces including:

- amusement devices (such as Ferris wheels, roller coasters, and inflatables)
- boiler and pressure vessels
- fuel installations
- electrical installations
- elevators and lifts (such as escalators and ski lifts)
- refrigeration and compressor equipment
- high pressure welding

- registered plants

If you have any question about becoming an amusement device mechanic or the information in this document, contact:

Department of Labour, Skills and Immigration
Technical Safety Division
PO Box 697
1505 Barrington St.
Halifax, NS B3J 2T8

Phone: 902-424-5400 or toll free 1-800-952-2687 (NS only)

Email: safetybranch@novascotia.ca

2. How to become an amusement mechanic

Different classes of amusement devices require different certifications

The certification you will need depends on the class of amusement device you are going to operate.

Use this chart to determine what class of licence you need. Remember, you need to get certified first, then you get your licence.

Classification Levels

Classification	Description	Type
Amusement Device Mechanic	Non-Inflatable amusement devices (traditional)	Certificate of Competency
Amusement Device Mechanic (Restricted)	Inflatable amusement devices	Certificate of Competency

How to get certified

Now that you know which class of certification you need, it is time to get certified. The path you will take to certification depends on whether you are one of the following:

- A. New with no experience (go to A below)
- B. Completed training outside Nova Scotia but within Canada (go to B below)
- C. Have international credentials (go to C below)

A. New with No Experience

As a new person to this trade with no experience you must complete all of the following to get your certification:

- prior learning assessment and recognition (PLAR – see page 7, or take an approved training program)
- Pass your provincial exam

When you are certified, and have completed the on-the-job training, you can apply for your licence. See page 8 to learn how to apply.

A person with no experience is permitted to take the online mechanic training for inflatables: [Restricted Amusement Device Mechanic \(Inflatables\) Training \(PDF\)](#)

For mechanical, non-inflatable devices, the Chief Inspector may issue a mechanic certificate on receiving a completed application from an applicant with documentation showing the applicant has worked for at least 3 years constructing, installing, altering, repairing, maintaining and servicing amusement devices, for a minimum of 800 hours of work per year.

B. Completed training outside Nova Scotia but within Canada

If you have completed training and are certified in another Canadian province or territory, you can apply to transfer your certification to Nova Scotia.

You must have the following:

- Complete [Application for Transfer of Certification \(PDF\)](#)
- Copy of current certification from jurisdiction

C. Have international credentials

If you have credentials received outside Canada, you can apply to transfer your certification to Nova Scotia.

You must have

- training certificate(s) related to your certification (translated to English if applicable)
- a current resume
- prior learning assessment and recognition (PLAR, see page 7 if applicable)
- an international credential assessment report issued through the Nova Scotia Apprenticeship Agency

3. Amusement Device Mechanic Training

Please contact the Technical Safety Division to identify the training and provider necessary for your type of device(s) and classification of certification.

4. Prior Learning Assessment and Recognition (PLAR)

Not all learning takes place in a classroom. Your learning may take place in many different settings, including on-the-job, at home, in the community, through recreational past times, and more.

PLAR believes

- what you can do is more important than where you learned to do it
- you should not have to spend time, energy, and money learning over again what you already know and can do.

PLAR for new and experienced amusement mechanic operators may allow the Chief Inspector for Amusement Devices to grant a certification under the [Amusement Device General Regulations](#) if you have practical experience and education qualifications that are sufficiently equivalent to the requirements of the amusement mechanic certificate you are applying for.

Your documents may include:

- current resume
- affidavits
- training certifications relating to amusement mechanical operation
- international credential check through a recognized agency.
 - Section 2 item (c) of guide above

5. Exams

Provincial exams

Inflatables: You need to pass a Restricted Amusement Device Mechanic exam before you can apply for a Certificate of Competency (Restricted Amusement Device Mechanic) to operate an inflatable amusement device.

You need to review the online amusement device training course to prepare for the exam. This training is available to you free of charge.

Training course: [Restricted Amusement Device Mechanic \(Inflatables\) Training \(PDF\)](#)

The Restricted Amusement Device Mechanic (Inflatables) exam is also available online free of charge. You need to take the exam on your own (with no help from

others and no resource materials). When you're ready, you need to complete the exam within 2 hours. You should get the test results right away.

Online exam: [Restricted Amusement Device Mechanic \(Inflatables\) Exam](#)

To pass, you need to get at least 70% on the exam. If you don't pass the exam, you can take the exam again anytime within 1 week.

6. On-the-job Training

If you are training within Nova Scotia, you will need to put in a minimum number of hours in on-the-job training as part of your program.

Number of required hours of work can be found in section 10 of the [Amusement Device General Regulations](#).

There is no requirement under the regulation to notify Labour, Skills and Immigration until you are ready to submit your Amusement Device Mechanic application.

7. Application Process

If you have completed your training in Nova Scotia

You must complete sections 1, 2 and 3 of the [Amusement Device Mechanic Application](#) and include the following:

- Logbooks for on-the-job-training (if applicable)
- Grade level or equivalent training
- Transcript of marks

You must complete section 4 and include:

- Employer information
- Length of employment in month
- Breakdown of practical experience with signature of licenced supervisor

Be sure to complete the declaration on page 3 of the application, then mail the application and all of the above documentation to the Department of Labour, Skills and Immigration.

Department of Labour, Skills and Immigration
Technical Safety Division
PO Box 697
1505 Barrington St.
Halifax, NS B3J 2T8

[For those who have completed training outside Nova Scotia but within Canada](#)

You must complete sections 1 and 2 of the [Amusement Device Mechanic Application](#) and include the following documents:

- Training certificate(s) related to the certification
- Current resume
- Prior learning assessment and recognition (if applicable)
- Any credentials issued by a government or other local authority that oversees amusement mechanic operators, see Alternative Documents in section 10

There is no cost to apply for a certificate of competency.

Be sure to complete the declaration on page 4 of the application, then mail the application and all of the to the address for Labour, Skills and Immigration.

[For those who have international credentials](#)

You must complete section 3 of the [Amusement Device Mechanic Application](#) and include the following documents:

- Training certificate(s) related to the certification (translated to English if applicable)
- Current resume
- Prior learning assessment (if applicable)
- Any credentials issued by a government or other local authority that oversees amusement mechanic operators,
- Foreign credentials issued by a government or other local authority that oversees amusement mechanic operators.

Be sure to complete the declaration on page 4 of the application, then mail the application and all of the above documentation to the Department of Labour, Skills and Immigration.

What happens with your application

Your application will be registered upon receipt and given a unique identifying number.

We will then forward your application to the Nova Scotia Chief Inspector for Amusement Devices who will assess all the information to ensure you meet the requirements.

It typically takes 10 days to review an application. If you are an international applicant or are transferring credentials from another jurisdiction, it can take up to 30 days.

Incomplete or applications will take longer to process.

Once your application is approved, you will receive your Certificate of Competency by mail. International and transfer applicants receive an Amusement mechanic Operator Licence by mail.

If your application is not approved, you will receive a letter via mail or email with a written explaining of the reasons. An applicant who has been denied a certificate can contact the Chief Inspector to discuss the reasons for the denial and what is required to obtain certification.

What if my licence is expired?

You can submit payment for an expired licence up to 4 years from your current expiry. After 4 years, you must apply a rewrite application to Labour, Skills and Immigration/Technical Safety to challenge a reinstatement exam. The exam schedule can be found on this link.

<https://novascotia.ca/lae/equipmentsafety/amusementdevices.asp#mechanics>

8. Changing your personal information

How to change personal information

To change your name, NSID number, address, or phone number, send an email to ela@novascotia.ca. You must submit legal documents if you are changing your name.

If you meet all of the above requirements, fill out the sections 1 and 2 of the [Amusement Device Mechanic application](#) and send it in to Labour, Skills and Immigration along with

- all of the requested documentation

How to maintain your certification

You will need to renew your Amusement mechanic certification and Amusement Device Mechanic (Restricted) every three years. You will be responsible for renewing on time.

9. Alternative documents

Education credentials

- ☐ certified copies of original academic documentation.
- ☐ photocopies of academic documentation together with an affidavit attesting to the authenticity of the document.
- ☐ an affidavit from the applicant describing the applicant's academic qualifications, the institution attended, and detailed descriptions of the courses taken and course curriculums, with supporting evidence if available.
- ☐ affidavits from former professors and classmates verifying the applicant's course descriptions and attesting to the applicant's academic performance.
- ☐ information obtained by the ORGANIZATION from third parties, with the applicant's advance consent, verifying the applicant's educational credentials.
- ☐ any other information offered by the applicant evidencing their academic qualifications.

Acceptable Alternate Information – Professional Qualifications

- ☐ reference letters from prior employers and colleagues.
- ☐ an affidavit from the applicant describing the applicant's professional qualifications and detailed descriptions of prior work performed, with supporting evidence if available.
- ☐ copies of reports that support the applicant's involvement in a project.
- ☐ statements of professional standing from other regulatory bodies.
- ☐ certified copies of professional licences or certificates.
- ☐ any other information offered by the applicant evidencing their professional qualifications

10.0 Access to Personal Records

To request access to your personal records held by Labour, Skills, and Immigration, you need to email **ela@novascotia.ca**. Make sure to include:

- Your full name and mailing address
- Your Licence number (NSID, Nova Scotia Identification Number)
- The specific documents you are requesting

There is no cost to request your records.